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85-51

OUTLINE OF PROCEEDURE FOLLOWED BY COMMITTEE ON SALARIES 1951-52

1. Contact Mr. Moitoza of Federation of Municipal Employees and Mr. Flamm of Civil Service Association to ask them to represent us at the hearings. Arrange for interview with committee and these men to determine what salary increases should be requested.

2. Meanwhile write letters to libraries as shown in this collection.

3. Chart findings and await recommendations of Civil Service Commission. Have Committee meet with Mr. Clarke to get his opinion on what is being done.

4. Committee will have to attend hearings and probably meet again with Mr. Flamm and Mr. Moitoza before the Board of Supervisor hearings. The number of letters you write and the number of phone calls depend upon how involved this whole thing gets.

NAME THE BULLETIN CONTEST

DEAR ALICE TAYLOR,

The Name the Bulletin Contest is officially over. There were only 42 ballots cast and the winner by a very small margin was Staff Spectator. I don't know who is the new editor, so I am giving the name to you. The prize of $5.00 is to go to Stuart Boland, you may award that at whatever time seems appropriate to you. We intended awarding it at the staff meeting but then decided we would put the contest up to a vote. I will forward on to you all the information on the contest for your files at some other time. I hope you have a very successful term of office.

D, Richard

COMMITTEE TO IMPROVE THE

HEALTH SERVICE SYSTEM

San Francisco, California
December 3, 1951

Public Library Staff Association
San Francisco Public Library
Civic Center
San Francisco, California

Ladies and Gentlemen:

The Committee to Improve the Health Service System is preparing a proposed charter amendment to eliminate compulsory membership in the Health Service System, which system is covered by Section 172.1 of the charter.

We enclose a recent statement prepared for an employee publication. Our proposals were also discussed in the EXAMINER of November 15th. This statement is sent to keep you informed pending the submission of the charter amendment, the early part of the year.

We hope you will understand our position and that, when the matter is heard before the Board of Supervisors, you will support our request that the proposed charter amendment be submitted to the electors of the City and County of San Francisco.

We shall be pleased to discuss this matter with you at your next meeting if you will inform us of the time and place it will be held.

Very truly yours,

COMMITTEE TO IMPROVE THE HEALTH SERVICE SYSTEM

B. A. Devine

B. A. Devine, Chairman
(Manager and Chief Engineer
Bureau of Light, Heat and Power)

Joseph J. Allen, Public Library
Matthew Carberry, Assessor's Office
Kathleen Dolen, Civil Service Com.
James A. Fogarty, Municipal Court
Joseph McElligott, Board of Education
Clifford Meagher, Dept. Public Health
Max Newstat, Assessor's Office
Jas. F. Wurm, Civil Service Commission

Daniel Mattrocce, Secretary
(Member Health Service Board)

December 13, 1951

Mr. Frank Moitoza, Jr.
S.F. Federation of Municipal Employees
995 Market St.
San Francisco, California

Dear Mr. Moitoza,

As per our conversation in your office on December 11, I hereby authorize you to speak in behalf of the X-classification at the Salary and Wage hearings.

I am enclosing the copies of the chart as you requested, and also a copy of the letter which we sent to the Civil Service Commission.

Thank you for assisting our cause.

Sincerely,

(Miss) Alice Taylor
S.F.P.L. Staff Ass'n.
1616 - 20th St.

Copy - Staff

December 13, 1951

Mr. Ivan Flamm
Executive Secretary
Civil Service Association
1232 Market St.
San Francisco, California

Dear Mr. Flamm,

As per our conversation in your office on December 11, I hereby authorize you to speak in behalf of the X-classification at the Salary and Wage hearings.

I am enclosing the copies of the chart as you requested, and also a copy of the letter which we sent to the Civil Service Commission.

Thank you for assisting our cause.

Sincerely,

(Miss) Alice Taylor
S.F.P.L. Staff Ass'n.
1616- 20th St.

Copy - Staff

December 13, 1951

Mr. L. J. Clarke
Librarian
S.F. Public Library
Civic Center
San Francisco

Dear Mr. Clarke,

So that you may keep abreast of the work our committee is doing, I am sending a copy of the chart and letter which we have submitted to the Civil Service Commission for consideration. Copies have also been sent to Mr. Ivan Flamm and Mr. Frank Moitoza, Jr.

Thank you for your support.

Sincerely,

Alice Taylor, President
S.F.P.L. Staff Ass'n.

Copy - Staff

Miss Alice Taylor
Potrero Branch
San Francisco Public Library

Dear Miss Taylor:

Enclosed is the final statement of the Xmas Party held in the Commissioners' room Main Library December 18th.

Invitations were sent in the form of a telegram to all the Commissioners and all members of the staff, with the exception of the Pages. Invitations were alsosent to retired members, and all of those on leave whether living in or out of San Francisco.

Frank Burke acted as Santa Claus,foretelling the future. I am sure everyone enjoyed themselves which proved that the party was definitely a success.

Among the Commissioners present were:

Mrs J.Henry Mohr
Mr. Ralph McGill
Mr. Sam Markowitz
Mr. Graves

Mr. Clarke and Mr. Allen dropped in for a short time.

We owe our thanks to Margaret Kostorus, who so graciously acted as accountant,collecting and dispersing the money, Frank Burke who supplied entertainment ,Loretta Gill and Virginia Higginson who acted as hostesses. Chester Howard,Tom Gallagher and Burt Schaffer who mixed and served the egg-nogs. Miss Hamilton who,as usual made her very fine coffee,And Amos Gallerani who acted as General Delivery and Chauffeur.

May we also thank Miss Windele, Mrs Goodwin Miss Andreason and Miss Murphy who made it possible for those who served on the Committee.

Unfortunately this party had to be handled with a committee comprised of the Main Library staff,and in the absence of Mrs Stevens who did as much as possible before leaving on her vacation.

We are holding two bottles of brandy ,that is to be raffled off this month. The amount of money that is collected from this raffle will cover our indebtness and a small check for Miss Hamilton.

No. of people paid	67	
Total amount of money collected		$83.75
Total expenses		88.14
Indebtness		$4.39

Sincerely
Marion B.Jacobs
Acting Chairman

Dec [illegible], 1951

Mr. B. A. Devine
Chairman
Committee to Improve the Health Service System
City Hall
San Francisco, California

Dear Sir,

In answer to your recent letter.

On behalf of the staff of the San Francisco Public Library, I believe that I can say that the sentiment of the group is behind your amendment to eliminate compulsory membership in the health service system.

However we do not have regular meetings of the staff, nor do we have one scheduled for the very near future. In such case we would wish you to address any communications to Miss Marion McCarthy, who is our delegate to the Health Service System. You can be sure that the staff as a whole will be informed as to the efforts and aims of your committee.

Sincerely,

Helen Mootz

Helen Mootz

Manager and Chief Engineer
Bureau of light, heat and power

San Francisco Public Library
Civic Center
San Francisco 2, Calif

February 4, 1952

Dear Mr. T. Trood,

On behalf of the staff of the San Francisco Public Library I wish to welcome you as a member of the library commission.

We sincerely hope that your association with the library will be an interesting and happy experience.

Our first social function of the year is in March. It will be either a breakfast or a dinner. May we look forward to meeting you on that occasion.

Very truly yours,
Helen Mook
Secretary-Treasurer
Staff Association

Feb. 11, 1952

Mr. Laurence Clarke
Librarian
San Francisco Public Library
Civic Center
San Francisco, 2, California

Dear Mr. Clarke,

Enclosed please find a copy of the letter that has been sent to each member of the Board of Supervisors. You may wish to have a copy for your files.

Sincerely,

(Miss) Alice Taylor, President

Feb. 11, 1952

Civil Service Commission
City Hall
San Francisco, 2, California

Gentlemen,

Enclosed please find a copy of the letter sent by our Association to each member of the Board of Supervisors in regard to salary standardization. You may wish to have this for your files.

Sincerely,

(Miss) Alice Taylor, President
Staff Association
San Francisco Public Library

Copy

Feb. 11, 1952

Mr. Ivan Flamm
Executive Secretary
Civil Service Association
1232 Market St.
San Francisco, California

Dear Mr. Flamm,

Enclosed you will find a copy of the letter sent by our Association to each member of the Board of Supervisors. A copy has also been sent to the Clerk of the Board. This copy is for your records.

We are most grateful for the service you have rendered us and trust you will continue to do whatever possible.

Sincerely,

(Miss) Alice Taylor, President
Staff Association
San Francisco Public Library

Copy

Feb. 11, 1952

Mr. Frank Moitoza, Jr.
S.F. Federation of Municipal Employees
995 Market St.
San Francisco, California

Dear Mr. Moitoza,

Enclosed you will find a copy of the letter sent by our Association to each member of the Board of Supervisors. A copy has also been sent to the Clerk of the Board. This copy is for your records.

We are most grateful for the service you have rendered us and trust you will continue to do whatever possible.

Sincerely,

(Miss) Alice Taylor, President
Staff Association
San Francisco Public Library

Copy

Feb. 11, 1952

Mr. John R. McGrath
Clerk, Board of Supervisors
City Hall, Room 235

Dear Sir,

Enclosed please find a copy of the San Francisco Public Library Staff Association's letter to the Board of Supervisors regarding salary standardization.

Each member of the Board received a copy of this letter. The enclosed copy is for your records.

Sincerely,
Staff Association
San Francisco Public Library
Alice Taylor
(Miss) Alice Taylor, President

Copy

Feb. 11, 1952

Honorable Finance Committee
Board of Supervisors
City Hall, Room 235
San Francisco, 2, California

Gentlemen,

Re: J-56

May we call to your attention the fact that the Civil Service Commission has recommended an increase of $20.00 to the J-54 classification, and only $10.00 to the promotional position J-56.

The traditional differenial has always been $40.00, and the present holder of the J-56 position took the examination with this in mind.

Last year this same upset in differential was made by the Civil Service Commission, but your Board rectified the matter. We hope you will find it feasible to do so again this year.

Sincerely,
Staff Association
San Francisco Public Library

(Miss) Alice Taylor, President

SAN FRANCISCO PUBLIC LIBRARY
CIVIC CENTER, SAN FRANCISCO 2

FFICE OF CITY LIBRARIAN

February 19, 1952

Miss Alice Taylor, President
Staff Association
San Francisco Public Library
Potrero Branch
20th and Connecticut Sts.
San Francisco, California

Dear Miss Taylor:

Thank you for your letter of February 11, 1952 relative to the survey submitted by the Staff Association to members of the Board of Supervisors. This, of course, I shall support in any way I can when it is under consideration by the Honorable Board.

I do wish to call to your attention that more particular consideration be given the clerical and building maintenance employees. There has been considerable criticism from members of the staff in these classifications. In your recommendations you merely recommend increases for the X-12, X-20, X-32, X-40 and X-42 classifications and failed to make a report at all for the clerical and building maintenance employees who are likewise members of the Staff Association. The Federation of Municipal Employees, of course, does support pay increases for these employees as well as the Professional and X categories, and therefore, in the sense of morale of a strong Staff Association of good will among the entire staff, it would seem to me almost right and just to report all classifications.

Very truly yours,

L. J. Clarke
City Librarian

LJC:ms

February 28, 1952

Mr. Laurence J. Clarke
City Librarian
San Francisco Public Library
Civic Center
San Francisco, California

Dear Mr. Clarke,

Enclosed please find a copy of the letter sent to the Finance Committee of the Board of Supervisors on February 11, 1952 in behalf of the J-56 classification. Also, a copy of the letter sent to the Board of Supervisors on February 26, 1952 as a result of your letter of February 19.

The Committee regrets the misunderstanding which has arisen. Thank you for calling this matter to our attention.

Sincerely,
Committee on Salary Standardization

(Miss) Alice Taylor, Chairman

copy - Staff

February 27,1952

Honorable Board of Library Commissioners
Mr. Joseph Allen, Secretary
San Francisco Public Library
Civic Center
San Francisco 2, California

Dear Sir,

The Executive Committee of the San Francisco Public Library is desirous of knowing if the procedure of previous years in regards to sending a delegate to the American Library Association Convention is to be followed this year.

The Convention is to be held in New York City from June 29 to July 5, 1952.

It is the feeling of the staff that the San Francisco Public Library should be represented by one delegate if possible, We hope that the Library Board members are also of this opinion.

Sincerely,

Helen Mootz

Secretary-Treasurer

[illegible]

[illegible] Board of Library Commissioners
P. Lynch Grady, Secretary
San Francisco Public Library
Civic Center
San Francisco 2, California

Dear Sir:

The Librarian's Committee of the San Francisco Public Library is desirous of learning if there is any interest in forming a Public Library Association. Inasmuch as this organization is to be formed this year.

The Committee is now at work in the city, from [illegible] to [illegible] 1, 1960.

If in your opinion or the staff there is an interest in a Public Library Association, please be prepared to use [illegible] in [illegible]. We have had the [illegible] [illegible] of its [illegible].

Sincerely,

[illegible]

Chairman-Librarian

SAN FRANCISCO PUBLIC LIBRARY
CIVIC CENTER, SAN FRANCISCO 2

ICE OF THE SECRETARY

March 14, 1952

Miss Alice Taylor, President
Staff Association
Potrero Branch Library
1616 - 20th Street
San Francisco, California

Dear Miss Taylor:

On behalf of the Library Commission, may I express to the officers and members of the San Francisco Public Library Staff Association our sincere appreciation for their wholehearted cooperation in making possible a most successful "Friends of the Library" meeting and reception on March 10, 1952.

The cordiality extended to the members and guests in attendance by the reception committee made this evening a particularly enjoyable occasion during the celebration of California Library Week.

The Library Commission is cognizant of the excellent work performed by the various committees of the Staff Association in making Library Week such an outstanding success.

Sincerely yours,

Sam M. Markowitz

Sam M. Markowitz, President
Library Commission

March 14,1952

Dear Mrs. Hacobs,

The Staff wishes to express its thanks for the excellent job performed by you and your committee, the results of which were very evident on Sunday night. The dinner was a wonderful success and very interesting as well as entertaining.

Praise has been frequent, sincere and very deserving.

Our thanks again.

Very truly yours,

Helen Mootz

Secretary-Treasurer

Mrs. Marian Jacobs
Chairman, Social Committee

March 14,1952

Dear Sir,

The Staff of the San Francisco Public Library and their guests wish to express their sincere thanks for the excellent menu and fine service enjoyed by them on last Sunday evening.

Expressions of pleasure have been frequent and I'M sure that you will be happy to know that Rickey's Town House has gained many new friends.

Sincerely

Helen Mootz

Secretary-Treasurer

Mr. Dick Shaffer
Maitre d'hotel
Rickey's Town House

SAN FRANCISCO PUBLIC LIBRARY
CIVIC CENTER, SAN FRANCISCO 2

FFICE OF CITY LIBRARIAN

March 14, 1952

Helen Mootz, Secretary-Treasurer
San Francisco Public Library Staff Assn.
Civic Center
San Francisco 2, California

Dear Miss Mootz:

Your letter of February 27th, which requested information relative to the possibility of sending a delegate to the A.L.A. convention to be held June 29 to July 5 this year, was called to the attention of the Library Commission at its meeting held March 6th.

The matter has been held over until the next meeting of the Commission, pending the availability of information on certain fiscal procedures. As you are aware, the convention falls within two fiscal years and authorization cannot be made until this information is made available to the Commission.

Yours very truly,

L. J. Clarke
City Librarian

LJC:tk

March 18,1952

Dear Mrs. Beauchamp,

The Staff of the San Francisco Public Library wishes to thank you for donating an order for a shampoo and finger wave to their raffle on Sunday, March 10. The young lady who was fortunate enough to draw the lucky number was delighted with her prize.

We appreciate your generosity very much.

Thank you again.

Sincerely,

Helen Mootz

Secretary-Treasurer

Belle Beauty Salon
Mrs. Peggy Beauchamp
27 Fulton St.

April 4. 1952

Mr. Ivan Flamm
Executive Secretary
Civil Service Association
1232 Market St.
San Francisco, California

Dear Mr. Flamm,

In behalf of the San Francisco Public Library Staff Association, and more particularly, on behalf of the Committee on Salary Standardization, I would like to thank you for your services during the recent fight for salary increases. We realize the difficulties you had to face this year, and are completely satisfied with the results of your efforts.

Sincerely yours,

(Miss) Alice Taylor, President
S.F.P.L. Staff Association

C-12
Staff

April 4, 1952

Mr. Frank Moitoza, Jr.
S.F. Federation of Municipal Employees
995 Market St.
San Francisco, California

Dear Mr. Moitoza,

In behalf of the San Francisco Public Library Staff Association, and more particularly, on behalf of the Committee on Salary Standarization, I would like to thank you for your services during the recent fight for salary increases. We realize the difficulties you had to face this year, and are completely satisfied with the results of your efforts.

Sincerely yours,

(Miss) Alice Taylor, President
S.F.P.L. Staff Association

Copy
Staff

May 2,1952

Mr. William T. O'Rourke
Librarian
Buffalo Public Library
Buffalo 3, New York

Dear Mr. O'Rourke.

In our last communication you stated that you would like to have a copy of our revised salary schedules and classifications when available.

Below please find the 1952-1953 Salary Standardization Schedule for the San Francisco Public Library.

Class No.	Class Title	Present Rate of pay	1952-1953 Rate of pay
X2	City Librarian	$800	$800
X12	Chief Librarian	370-440	385-445
X20	Head Librarian	330-390	345-405
X22	Head Catalog Librarian	330-390	345-405
X24	Head Order Librarian	330-390	345-405
X26	Head Music Librarian	330-390	345-405
X32	Reference Librarian	350-410	365-425
X40	Senior Librarian	300-350	315-365
X42	Librarian	260-310	275-325
X52	Library Page	1.00 Hr.	1.00 Hr

Very truly yours,

Helen Mootz

Secretary-Treasurer

[illegible]

[illegible]

[illegible]

THE UNIVERSITY OF TEXAS
AUSTIN 12

Graduate School of Library Science

May 7, 1952

The President
Library Staff Association
San Francisco Public Library
Civic Center
San Francisco, California

Dear Sir:

Mr. Raymond Piller, one of our graduate students, is undertaking a study of library staff bulletins in partial fulfillment for the degree of Master of Library Science. In an attempt to show the relationship between these publications and the aims and functions of staff organizations, Mr. Piller will consider such factors as editorial policy, staff, cost and finance, method of reproduction, format, manner of distribution, and frequency of issue, etc.

In order to provide the necessary source material for this study we are requesting a recent copy of each bulletin published by members of the Staff Organizations Round Table. A list of members was supplied by Mrs. Frances Griffin, the Secretary-Treasurer of S.O.R.T. In addition to furnishing material for Mr. Piller's thesis, these copies of staff bulletins will prove of value to all of our students. Will you therefore kindly forward to us at your earliest convenience the current issue of your publication. If by chance it is a special number or atypical in other respects, we would prefer to have an earlier issue which is more representative of the publication in its usual form. We would also be interested in receiving other recent issues if they are available.

It is our belief that this study is entirely worthwhile, and we will, therefore, greatly appreciate your cooperation.

Sincerely yours,

Robert R. Douglass

Robert R. Douglass
Director

May 13, 1952

Mr. Robert R. Douglass, Director
Graduate School of Library Science
University of Texas
Austin 12, Texas

Dear Mr. Douglass,

Enclosed please find a copy of the STAFF SPECTATOR, the bulletin of the San Francisco Public Library Staff Association.

A provision of our constitution calls for the quarterly publication of a staff bulletin. This bulletin is prepared by the three members of the Welfare Committee. It is distributed to all members of the association and mailed to approximately 30 libraries in the United States. The stencils for the paper are usually cut and run off at the Main Library by volunteers from various departments.

I hope Mr. Piller will find this bulletin of help in his study.

Sincerely yours,

(Miss) Alice Taylor, President
S.F.P.L. Staff Association
1616 - 20th St.
San Francisco 7

Copy - Staff

OFFICE OF THE LIBRARIAN

May 19, 1952

TO THE STAFF:

The Library Commission has authorized the attendance of Miss Alice Taylor, President of the Staff Association, to attend the annual conference of the American Library Association to be held in New York, June 29 to July 5, 1952.

This is in conformity with the Commission's action of prior years in permitting the President of the Staff Association to attend as the official delegate of the Library during this conference.

E. J. Clark
City Librarian

SAN FRANCISCO PUBLIC LIBRARY
CIVIC CENTER, SAN FRANCISCO 2

CE OF THE SECRETARY

May 23, 1952

Miss Alice Taylor, President
Staff Association
1616 - 20th Street
San Francisco, California

Dear Miss Taylor:

Will you kindly convey to the Library staff our sincere appreciation for their wholehearted cooperation in making the Friends of Library meeting and reception an outstanding success.

Appreciatively yours,

Sam M. Markowitz, President
Library Commission

July 28, 1952

TO: LIBRARY COMMISSION

FROM: ALICE TAYLOR, PRESIDENT, STAFF ASSOCIATION

SUBJECT: REPORT OF THE A. L. A. CONFERENCE IN NEW YORK
JUNE 29 - JULY 5, 1952

With "Books are Basic" as its theme, the American Library Association began its week-long study of the ways of promoting that ideal. As the principal speaker at the opening general session on Monday night, Lawrence Clarke Powell of the University of California at Los Angeles stressed the importance of adult education programs and the need for librarians to urge their belief in books on all and sundry who might doubt.

At the first council meeting held on Monday afternoon, Mrs. Loleta Fyan, President of the A. L. A. recommended the importance of a broad public relations program to stress the services of the library. She, too, emphasized the importance of the library in the field of adult education. She asked that the association cooperate with libraries of other countries and that it study further the library functions that could be carried out by federal, state, and local units of government.

Immediately following this council meeting, the annual library awards were made. The LETTER AWARD went to the Youth Library of Pittsburg, Massachusetts. The individual LETTER AWARD for the librarian who had made the greatest contribution was presented to Charlemae Rollins of the Chicago Public Library for her work with negro children and her writings about books dealing with negro life. The LIPPINCOTT AWARD for outstanding honor in librarianship went to Carl Vitz of the Cincinnati Public Library. The DANA AWARDS went to the following libraries: Richland, Washington; Decatur, Illinois; Yakima, Washington; Milwaukee, Wisconsin; Duncan County, Missouri; Biggs Air Force Base, Texas; Hartford, Connecticut; Louisiana State Library; Schenley High School of Pittsburg, Pennsylvania; and Brooklyn College. The TRUSTEES CITATION was received by Mrs. Quigley of Seattle, Washington and J. Harold Bailey of Brooklyn Public Library. The MELVIL DEWEY CENTENNIAL AWARD, which will be given for creative professional achievement, was presented to the association by his son, Godfrey Dewey.

As Golden Gate District Chairman of the A. L. A. Membership Committee, your delegate served as a receptionist at the New Members Reception on Monday afternoon in the Sert Room of the Waldorf Astoria Hotel. On Tuesday morning I attended the business meeting of the Membership Committee. Miss Cora Beatty, Membership Services Chairman, informed me that California membership had taken great strides this past year.

Although "Books are Basic" was the theme of the convention, the subject of Public Relations seemed to be the key point of most of the meetings. At the first meeting of the Public Libraries Division, Mr. T. J. Ross, a pioneer in public relations, discussed the subject of "Internal Public Relations for Libraries". Mr. Ross defined public relations as "common sense applied to the obvious". He stressed many points which we all know to be true but often neglect--the effect of internal public relations on the whole institution; the direct influence of every employee on public opinion. The most important point according to Mr. Ross is the enthusiastic spirit of service, having a full awareness of one's responsibilities and how to discharge them. He further stated that we must project the library into the community rather than expecting the community to come to the library. He emphasized the great importance of the impressions the librarian makes on the public before the good of the library is realized. Mr. Ross offered the following plan for a workable internal public relations; first, that someone in management must determine what people want; second, that there must be a two-way communication between personnel; third, that the public must be made aware of the work of the library and the aids that it offers. There is a positive relation between the use of the library and public opinion.

As official representative from the San Francisco Public Library Staff Association to the Staff Organizations Round Table meetings, I also served as teller in the voting for the new Steering Committee. At this business meeting, a librarian from the Boston Public Library described the CARE project this library has undertaken. Volunteer contributions are collected in each department, and when sufficient funds are realized, the money is used to send books and food to needy families on the CARE list. The money is distributed, 75 percent for food and 25 percent for books according to a vote of the staff. Mr. Hill, also of Boston, encouraged SORT meetings to be held at state and regional conferences. Robert M. Holmes, Employee Relations Officer of the Library of Congress, was speaker at the general SORT meeting. Mr. Holmes emphasized the point that we must not try to give our people what we think they need, but must determine their needs and act accordingly. He said we should do everything they want to do providing there is no reason for not doing it. He suggested sending our questionnaires to determine the needs and wants of the staff. Mr. Holmes discussed at some length the discussion groups held at the Library of Congress, and how such groups have been very effective in breaking down the barrier between professional and non-professional employees.

Eleanor Roosevelt addressed the general session at its third meeting. She talked primarily of her travels about the world and the effect that we, as a nation and as individuals, have upon the peoples of the world. Mrs. Roosevelt said that the behavior patterns of tourists abroad make a very positive impression on what other people think of the United States. If we are ever to show to other nations the workableness of democracy, we must be constantly aware of creating correct impressions through our books and our individual actions.

At the final session, Robert Bingham Downs was installed as President of the association. The council recommended cost-of-living adjustments for most librarians to more than 50 percent of the standards set in 1946 and 12 percent over that of last year. Robert J. Blakely, central regional representative of the Fund for Adult Education, addressed the assembly on the subject "Threat to Books". He asserted it was the responsibility of librarians to help protect and improve the process of free communication against those who would seek to destroy it.

Other events of the conference attended by this delegate were the Newberry-Caldecott dinner at which time Eleanor Estes received the Newberry Award for GINGER PYE, and Nicholas Mordinvoff received the Caldecott Award for his illustrations in FINDERS KEEPERS by Will Lipkind. This banquet proved to be a very successful affair with many past winners of these awards in attendance. I also attended the Friends of the Library Luncheon at which time Norman Cousins gave the address. I was able to attend one of the Book Selection meetings sponsored by the Association of Young People's Librarians and found it most interesting.

Many tours were arranged for conference guests, but time did not permit doing everything. I did attend a tour to the United Nations Building where we sat in on a meeting of the Economic and Security Council. Following this, we paid a brief visit to the U. N. Library which seems to be faced with the same problems as all other libraries--space and money. I also went on the tour of the plant and open house given by McGraw-Hill publishers. Other local groups who proved exceptionally fine hosts were Dutton and Company at whose reception we again met many familiar names from the book and library world; and the Remington-Rand people who introduced us to more important figures in or connected with the library, and Mr. Syren personally escorted Mrs. Mohr and me to their building to review new trends in library furnishings. Apparently many of the exhibitors have fallen prey to the "give away" trend which proved favorable to this delegate. I had met and worked with a librarian from Ohio the first part of the conference; she in turn won from the Mitten Letter Exhibitors two tickets to "The King and I". She contacted me and asked me to join her, much to my pleasure.

One of the features of this conference is the publication of a summary report of conference proceedings. I subscribed to this report and will give it to Mr. Clarke in order that any interested persons may read further details of the meetings. Articles and speeches have already appeared in the latest A. L. A. Bulletin and others will undoubtedly appear in the publications of the various sections of which some of you are members. If any of you wish further elaboration on any of the subjects that I have covered, I will be happy to do so if I possibly can.

I feel that I have gained much experience through personal contacts as well as attendance at the several meetings of this conference. I am most grateful for the opportunity you graciously presented to me.

Respectfully submitted,

Sep. 17, 1952

Miss Alice Taylor
Staff Association
San Francisco Public Library

Dear Miss Taylor:

I have heard that at one time a copy of each book on Library Science was purchased for the use of the Staff, and that these books were kept in one of the closed departments.

I would like to know if this plan is still in operation and if so, where are the books kept?

This could be such a valuable aid to anyone who is preparing for an examination as well as to staff members who wish to remain alert to the current trends in librarianship, that, if the plan is still in operation, it should be publicized and if it has fallen by the wayside, it should most assuredly be resumed.

Sincerely,

Maryann M. Esteves

Maryann M. Esteves
Catalog Department

Yes I believe there is a Portland Library in the branch room

October 1,1952

Mr. Sam M. Markowitz
1160 Russ Building
San Francisco. 4 Calif

Dear Mr. Markowitz,

The Staff of the San Francisco Public Library greatly appreciated your appearance at the staff meeting held recently by Mr. Clarke. Your interest in the library is clearly tangible and very inspiring to its members.

Our annual October business meeting is scheduled for Thursday evening, October ninth, at eight o'clock. It is to be held in the Commissioner's Room.

We sincerely hope that you will be present and that you will say a few words to us, so adding much to what is to be an interesting meeting.

Very truly yours,

Helen Wootz

Secretary-Treasurer

B. 2

SAN FRANCISCO PUBLIC LIBRARY

CIVIC CENTER, SAN FRANCISCO 2

OFFICE OF CITY LIBRARIAN

October 9, 1952

TO THE STAFF:

The Library Commission has authorized the attendance of Mr. Stuart Boland at the forthcoming Annual Conference of the California Library Association to be held in Pasadena, October 22 to October 25, 1952.

This is in conformity with the Commission's action in permitting a member of the staff to attend this conference as an official delegate of the Library.

L. J. Clarke
City Librarian

22

[illegible]

The 195[illegible] business meeting was called to order on October [illegible], 195[illegible] [illegible] Taylor [illegible].

Minutes of the previous meeting were read. [illegible] of the Social and Welfare Committee. [illegible] Taylor [illegible] President's report. [illegible].

[illegible]

The question of [illegible] standardization [illegible] of paramount importance, was [illegible] Miss [illegible]. It was pointed out [illegible] representative. [illegible] should be presented to the federation [illegible] the recommendation of the Executive Committee to [illegible] effect [illegible] for the increases [illegible] the State [illegible] and the Administration. Miss [illegible] in this [illegible]. It [illegible] recommendations. The [illegible] B and [illegible] brought in for discussion. [illegible] minority [illegible] tion. This [illegible]. At this point [illegible] benefits; [illegible] legislation. [illegible] on the committee.

Miss Taylor [illegible] committee meeting.

The question of [illegible] introduced. [illegible] to join. This question [illegible] Executive Committee [illegible] the [illegible].

[illegible] Classification of [illegible] Social Committee. Principal [illegible] on the [illegible]; the executives [illegible] Social Committee, [illegible] of the Constitution. [illegible] Committee. [illegible]

[illegible]

[illegible] question of retirement benefits and [illegible] formula. Should [illegible] be given; how should [illegible] etc. [illegible] discussions were introduced on this subject.

At this time Mr. Clarke was presented to Miss Taylor. Mr. Clarke stressed the need for a stronger [illegible] under civil service and the recipient of [illegible] and there for [illegible]. For example the [illegible] employee and work in the question of salaries. Our situation is different under civil service [illegible] administration [illegible] set up by the [illegible] to [illegible]. Our staff [illegible] should be [illegible] to make [illegible] suggestions [illegible] counsel and cooperation of the commission. It is important to be active in all questions. All classifications should [illegible] to the assoc. and the assoc. should [illegible] the position of representing [illegible] on the staff.

Mr. Clarke thanked the [illegible] committee for their [illegible] and for their cooperation in [illegible] throughout the year.

An announcement was made at this time that [illegible] reservations [illegible] for the Pacific Conference.

Mr. Allen [illegible] the group. Mr. Allen stated that there should be a decrease in professional members of the staff and more on the subordinate and non professionals. To build up a stronger public library group. We should strive to make everyone feel that he or she is part of the organization regardless of classification. We should express our strong opinion [illegible] social activities, etc.

Miss Krim recommended holding a [illegible] meeting to get all groups together. This was declared [illegible] by Miss Taylor.

Miss Taylor [illegible] sending [illegible] to [illegible]. Mrs. Reid said she would [illegible] that the organization was [illegible] for the disbursement of gifts.

Miss Farrell said [illegible] the [illegible] to [illegible] and [illegible] that we should advertise it at the schools [illegible] parents. Also that United [illegible] that [illegible] and that each group should try to have a display or [illegible].

Miss Taylor was presented with a gift from the staff for her fine work during the year.

Miss Taylor then introduced the new executive committee members:
Frank Bunce, President
Gladys Binder, Sec-Treasurer and
Victoria Fox

Eleanor Moore

REPORT OF THE WELFARE COMMITTEE
1951-1952

MISS EILEEN KANE WAS APPOINTED TO FILL IN THE UNEXPIRED TERM OF MRS. VIVIAN GOODWIN.

THE ANNUAL REPORT OF THE WELFARE COMMITTEE IS AS FOLLOWS:

THE MAJOR PROJECT UNDERTAKEN BY THE COMMITTEE WAS COLLECTING THE MATERIAL AND EDITING THE ISSUES OF THE "STAFF SPECTATOR". THIS WAS DONE WITH THE HELP OF VIRGINIA HIGGINSON WHO DID THE MIMEOGRAPHING FOR US.

WE CONDUCTED THE BALLOTING ON THE AMENDMENT TO ARTICLE 1 OF THE CONSTITUTION. THIS AMENDMENT PROVIDED HONORARY MEMBERSHIP FOR RETIRED STAFF MEMBERS AND THOSE WHO RESIGN AFTER 3 YEARS ACTIVE MEMBERSHIP IN THE ASSOCIATION. THE RESULT WAS IN THE AFFIRMATIVE AND WE HAVE SINCE HAD NICE THANK YOU NOTES FROM SOME OF THE NEW HONORARY MEMBERS.

OUR MOST RECENT TASK WAS TO NOMINATE CANDIDATES FOR THE EXECUTIVE COMMITTEE AND TO CONDUCT THE ELECTION.

RESPECTFULLY SUBMITTED,

EILEEN KANE
MARGARET KOSTUROS
GERALDINE WHITNEY, CHAIRMAN

Report of the Secretary-Treasurer for 1951-1952

Five Executive Committee meetings were held during the year. Business discussed and aims accomplished have been presented in the Chairman's report.

Considerable correspondence was undertaken with other city libraries in regard to salary standardization and the like.

All employees who were not members of the Association were contacted during the year. Several responded by becoming members. At the present time the Staff Association has 78 active participants.

Staff funds were expended for three wedding gifts, three retirements and five memorials as well as items such as cards, checks. etc. A detailed treasurer's report will be found in the records. For your information:

Balance on hand	ov 1 1951	$ 95.00
Members dues		176.16
	Total	271.16
Expenditures		172.80
Balance on hand	Oct 9 1952	98.36

I would like to recomend that the incoming secretary-treasurer open a checking account in the name of the Staff Association as a more practical way of disbursing the finances.

Respectfully submitted
Helen Hootz
Secretary-Treasurer

At this point and speaking for the Staff I would like to thank Miss Taylor for the very fine work which she has accomplished as Executive Chairman and to present to her this gift ~~fro~~ with our sincere appreciation.

Expenditures		Cash	
		XXXXX on hand	85.00
B.Rethmeyer			
Refreshments	15.72		
S.Boland, Prize	5.00		
L.Jackman, Husband	5.00		
S.O.R.T. dues	8.15		
		mis	22.41
E.Hamilton	2.50		
		dues	97.00
B.Luschnat			
Heart Assoc	10.00		
		dues	2.00
I.Garretti, Ret	10.00		
E.Parker, Ret	30.00		
Checks	.75		
Cards	.16		
B.Throolin, Wed	17.60		
		dues	8.00
		dues	14.00
		dues	6.00
H.Isaacs, Mother	5.00		
Money order	.10		
E.Paine, card	.16		
		dues	24.00
		mis	2.75
			271.16
A.Farrell,Brother	5.18		
M.Prevezich, Money Order	7.00	dues	8.00
Card,tax	.25		279.16
I.Laye,Wed	12.00		
A.Taylor,Gift	5.23		
Mrs. Robt.Rea	30.00		
L.Cordrey,Father	5.00		
Staff Meeting	10.59		
D.McAnnan			
Heart Assoc	2.50		
	185.89		
Expenditures	185.89	Assets	279.16
Cash on hand	93.27		

Treasurer report 1 51-1958

Nov 1951	cash on hand		95.00
Expenditures		31.87	

October 9, 1952

Miss Alice Taylor, President
San Francisco Staff Association

Dear Miss Taylor:

Report of the Social Committee 1951-52

The Annual Staff Christmas party was held on the 23rd of December, in the Commissioner's room. Invitations were sent to all of the Commissioners and retired Staff Members. The party proved successful with a good attendance. Two bottles of brandy were not used, and these were raffled off in January. This money was put into the general fund.

In February, the Spring dinner was held at Rickey's Town House. There was a record attendance of 93. Mr. Clarke spoke with regard to Library week. Everyone seemed to be in a festive mood and we considered it an excellent party. Some of our Commissioners attended. There was a small amount of money left from this party and it was donated to the Friends of the Library Fund.

The Social Committee has acted as Reception Hosts several times during the year.

Many thanks to the people who have helped with this Committee.

Sincerely,

Marion Jacobs

MINUTES - Executive Committee,
Staff Association.

The first meeting of the Executive Committee was held Thursday, October 16, 1952. Gladys Hansen was appointed Secretary-Treasurer by President Frank Burke. The following committees were formed:

SOCIAL COMMITTEE

1. Versa Cullen
2. Patricia Peart
3. Anne Schofield

WELFARE COMMITTEE

1. Ruth Allen
2. Maryanne Esteves
3. Eunice Hill

SALARY STANDARDIZATION

1. Victor Hellman
2. Beatrice Hugo
3. Marion McCarthy
4. Edeltraut Raith

It was decided that the Chairman of the Welfare Committee would also act as a member of the Salary Standardization Committee. Frank Burke appointed the following to represent the Executive Committee at various committee meetings so as to be better informed of all activities of his committees. Mrs. Marjorie Ford, Welfare; Alice Taylor, Social; and Frank Burke, Salary Standardization.

SAN FRANCISCO PUBLIC LIBRARY

October 19, 1952

Frank Burke, President
Staff Association

Dear Frank,

In regard to your recent request for information on salary standardization routines and procedures, May I refer you to my 19-page report (1950-1951) which outlines in detail the steps taken by the then newly born Salary Standardization Committee in its pilot program.

The following is a bird's-eye view. The saalry procedure is set forth in the City Charter and is carried out by comparing positions with like duties throughout the State of California. These findings are issued by the Civil Service Commission around the end of each year... in the form of a comparative wage survey (which includes, in addition to ours, other classifications)

In the meantime, our Staff Association's Salary Committee has gathered salary date and scope of duties from jurisdictions from within California. Substantiating naterial is charted . After discussion and approval of our City Librarian, we give the data to our representatives (heads of employees groups to which our staff members belong...non-union) who speak in our behalf before the Civil Service Commission's Salary Standardization hearings. At the hearings, our representatives submit salary standardization data over and above that appearing in the Commission's wage survey report.

Following these hearings, the Civil Service Commission arrives at a salary increase recommendation. (this year, the recommendations will be made known early in February).

The Finance Committee of the City's Board of Supervisors holds hearings at which one may protest the Civil Service Commission's findings and recommendations. Our representatives again speak for our group, i.e., librarians.

The Civil Service Commission then releases the final salary schedule for the following fiscal year. This year, the final report will be released about in April.

I hope that this will be helpful, Frank. Good luck!

Jel Keith

November 21, 1952

TO: ALL EMPLOYEES OF THE LIBRARY DEPARTMENT

FROM: STAFF ASSOCIATION SALARY STANDARDIZATION COMMITTEE

The committee is receiving answers to letters written to many libraries regarding salary ranges, anticipated increases, and scope of duties of all personell within each jurisdiction. This information is available to any classification upon contacting the committee chairman.

Unless we are advised to the contrary by Friday, November 28th, we shall assume that no classifications, other than J-Book Repairer, C102 Janitress, and X-Librarian, wish this committee to aid in representation before the Civil Service Commission hearings of sala ry standardization (scheduled for Friday, December 12th)

If representation is desired, it is imperative that this committee be so notified and substantiating data submitted no later than November 28th. Likewise, if a classification wishes the committee to write to the Civil Service Commission urging the Commission to accept increases recommended by the employee groupsrepresenting said classification (i.e., B's, O's, A's, etc.), this committee will be glad to do so upon receiving a written request.

Edel Raith, Chairman, Excelsior Branch
Victor Hellman, Engine Room, Main Libra ry
Beatrice Hugo, Order Department, Main Library
Harriet Callopy, Parkside Branch
Marion McCarthy, Periodical Dept., Main Library

STAFF ASSOCIATION
TOLEDO PUBLIC LIBRARY
325 Michigan Street
Toledo 2, Ohio

December 2, 1952

President
Staff Association
San Francisco Public Library
San Francisco, Calif.

Dear President:

We are making inquiries concerning salaries of several libraries. We would like a copy of your salary scale to use in our comparison. Also, we are particularly interested in finding out about annual increments.

1. Do you have annual increments until your maximum is reached?

2. Are increments based only on merit and upon the recommendation of a department head?

We will appreciate any information about the procedure your library follows.

MM:em

Sincerely,

_____
Mrs. Margaret Morningstar
President - Staff Association

Report on meeting of Health Service Board Committee
Dec 16,1952

The purpose of the meeting was to discuss the general status of the Health Service System. (A detailed financial condition statement is appended.)

It was brought out at the meeting that rate estimates are now in the hands of an actuary, so that discussions of Health System policy must necessarily wait until these estimates are finally made.

There was discussion of a proposed County Medical Society Health Plan. There has been discussion of the proposal in the newspapers; an article recently appeared about it in the Examiner. This plan will have to be considered carefully because of a fee scheduling novelty which could put the Health System under a heavy obligation.

There was also discussed at this meeting a plan for catastrophic illness protection. Coverage for members of the Health System would be optional. The usual catastrophic illness policy is one for $5,000 with a deductible feature. Cost for these policies is usually $1.75 per month on a $5,000 policy.

There is also a proposal for a ceiling coverage of hospital room and board rates per diem. It is believed that if such a ceiling were instituted the total time of coverage could be extended.

There was also discussion of a suitable time for a meeting on rate changes. Since the actuary will probably not have the figures on costs, etc, until late in December, a general meeting would be unfeasible on the 30th of December as originally planned. It was suggested that discussion of rate changes be postponed until there is time for Health System members to digest the rather complicated actuarial information involved in the forthcoming report.

R.V. Refael

January 15,1953

Mrs. Margaret Morningstar
President-Staff Association
Toledo Public Library
Toledo 2, Ohio

Dear Mrs. Morningstar:

In reply to your letter of December 2,1952 on salaries, it is with regret that I have not replied earlier. We are in the midst of salary work ourselves, and had to meet a deadline for our annual appeal. However, I hope the following will be of some help.

In direct answer to your questions:
We do have annual increments until our maximum is reached. The increments are not based upon merit, nor upon the recommendation of the department head.

On the latter point, we have a six months probation period for each position. With the department head's approval, it is then decided whether the employee is fit for permanent employment.

Below is a salary schedule currently in effect for the San Francisco Public Library:

X- LIBRARY SERVICE	NO. POSITIONS	RATE OF PAY
X-2 City Librarian	1	$800.
X-12 Chief Librarian	2	$385-455
X-20 Head Librarian	18	$345-405
X-22 Head Catalog Librarian	1	$345-405
X-24 Head Order Librarian	1	$345-405
X-26 Head Music Librarian	1	$345-405
X-32 Reference Librarian	1	$365-425
X-40 Senior Librarian	31	$315-365
X-42 Librarian	28	$275-325
X-52 Library Page	0	$1.00 Hr.

Our salary schedule is controlled by the City's Civil Service Commission in conjunction with the Board of Supervisors. The salary standardization procedure is set forth in the City Charter, and is carried out by comparing positions with like duties throughout the State of California. These findings are issued by the Civil Service Commission around the end of each year, in the form of a comparative wage survey.

In the meantime, our Staff Association's Salary Committee has gathered data from jurisdictions within California. Substantiating material is charted. After discussion, and approval of our City Librarian, we give data to our representatives (He ds of employee groups-Non-union- to which our Staff members belong), who speak in our behalf before the Civil Service's Salary Standardization Hearings. At the hearings, our representatives submit substantiating salary data over and above that appearing in the Commission's wage survey report.

Following these hearings, the Civil Service Commission arrives at a salary increase recommendation.

The Finance Committee of the City's Board of Supervisors holds hearings at which one may protest the Civil Service Commission's findings and recommendations. Our representatives again speak for our group, i.e., Librarians. The Civil Service Commission then releases the final salary schedule for the following fiscal year. This year the final report will be released about April.

The above, in brief, outlines our system and the way we approach it. I trust it will be of some benefit in your research.

Sincerely,

Francis P. Burke
President-Staff Association

FPB:gh

Executive Committee Report - Oct 29, 1953

-1-

Due to the fact that Miss Kane is on vacation, and is thereby unable to give the Social Committee Report, the following notes are prefaced to the Executive Committee Report.

1. Two retirement teas were given - one, in honor of Mrs. Livingston, in February and one, in honor of Mrs. Kesling in April.

2. Suitable remembrances were made, such as in the matter of Condolences, as events necessitated, throughout the year.

3. According to Custom, an annual Christmas party was held, open to all, at which refreshments were served.

4. Two food sales were held during the year. The first one was for the support of the Staff treasury, which had been quite strained due to large expenditures, such as in the matter of retirements.

The second one was for the support of the Bond drive and the next Xmas party.

5. The Social Committee decorated the tables and arranged place-cards for the Annual Staff Dinner.

6. It conducted an annual picnic at Forest Farms.

7. It otherwise cooperated in all public functions participated in by the Staff.

The Executive Committee attempted to complete business overhanging at the time of its inauguration.
It attempted to resolve the issues paramount at the time of the last Staff Association meeting.
In order to do this, it appointed the standing Committees as soon as possible.
In addition, it appointed a special Salary Standardization Committee.
In order to insure contact and coordination, three Executive Committee members were assigned, respectively, to check with the other Committees.
Back files of Staff Correspondence were correlated for binding in permanent form. These were turned over to the Periodical Dept. for final processing.
4. Action was taken to increase Staff membership. This was handled through the Secretary-Treasurer, and the Welfare Committee.
5. It resulted in approximately nine new members and the speeding up of payment of delinquent dues.
5. Mr. Rafael was appointed to handle all correspondence relating to Staff Organizations Round Table.
6. No one was appointed to represent the Staff at the Health Service meetings. This should not have been so because the Health Service

is of vital importance. The recommendation is hereby passed on that this gap be plugged in the future.

7. Since the Federation of Municipal Employees has wholeheartedly supported the Staff interests in the matter of better salaries, the Staff President joined this organization, and, is currently serving on its Board of Directors.

8. Salary Standardization had assumed the proportions of a full-time job.
In order to give this the most careful treatment possible, the Executive Committee appointed a highly capable and diligent Salary Standardization Committee. It's work was organized, resourceful and thorough.
Further details are on record in in its own special report.

9. The Executive Committee worked with the other committees constantly, in an advisory capacity, in physical assistance, and by concluding special decisions.

10. Relative to the latter, mention may be made of the two food sales.
In its last formal meeting, the Executive Committee authorized the Social Committee's conducting

of the second food sale for the following purposes:

a) One hundred dollars to go to the Bond drive in support of Proposition 'E'.

b) The balance over this amount to be "earmarked" exclusively for the expenses of the next Xmas party. The intention of this enactment is to provide a free Xmas party.

11. No expenditures were made for Staff Stationary and Secretarial supplies. For printing purposes, the library had generally allowed the use of necessary paper. It is recommended that this matter be considered by the incoming Executive Committee.

as disbursed by Sect. Treasurer on approval of Exec. C.

12. Any success the Staff Association may have had in the past year, is due mainly to the intelligence and fidelity of the committee groups that surrounded the President, and, even more so, to the support by the individual Staff members, of all Staff activities.

Francis P. Burke

SAN FRANCISCO PUBLIC LIBRARY

Report
Welfare Committee
Staff Association

October 29, 1953

To: Staff Association of the San Francisco Public Library:

A. The Committee

1. The membership of the committee was changed after the first issue of the Spectator. Marion O'Donnell replaced Ruth Allen.

B. Activities

1 Three issues of the Staff Spectator were circulated to the staff, commissioners and other libraries.

a. 72 -Active Staff Association members
14 -Retired Staff Association members
11 -Library Commissioners
1 -Archives

2. A questionnaire on The Spectator was completed for a student who was writing a thesis on library staff bulletins for the University of Texas.

3. The committee worked very hard with the assistance of Marjorie Ford, Executive Committee Member on the Spectator.

4. The Committee tried to make an effort to clarify some of the issues explained in the Recommemdations below.

C. Recommendations

1. New members of the Staff be approached at the beginning of their employment and informed about the Staff Association.
2. That some definite type of welcome be made to new Staff members.
3. That the question of eligibility for members be definitely settled;;i g. Whether permanent employees only or temporary employees are eligible for membership.
4. That some effort be made to make old staff members feel that they are really wanted in the association since many feel that they have no place in it; that the staff association is just for a chosen few and they are not welcome.
5. That something concrete be done about processes and materials for the publication of the Spectator, one of the primary factors that delays the issuance and effectiveness of the Spectator.

Specifically-

a. That paper, stencils,stamps, etc. be appropriated or made available so that Committee members will know where they are to be secured

and the amount and in such a way that this phase of publication is not such a physical and emotional burden.

b. That some person be definitely assigned for the clerical phase of issuing the Spectator so that it will not be such a haphazard undertaking.

c. That a definite statement be made about time spent on Committee activities so that members will know at the outset how much library time or reciprocal time, if any, is allowed for such activities.

d. That a definition be made as to who is to receive the Spectator, i.e. if it is to sent to paid-up members only.

That all Committee duties be defined & forms made so that each Staff committee will know what is expected of it.

That an editorial policy be established for The Spectator.

That a central place be set aside for activities and materials for each committee.

That the Staff Association sponsor some specific project for the welfare of its members; e. g. Modern, comfortable staff room furnishings, a scholarship for some worthy part- time librarian who plans to make the profession his career, the establishment of a credit union or any definite material contribution that will give the associaton some concrete reason for existing, since by evidence of interest by the staff as a whole so far proven, it has failed in great measure to bring the staff together for any purpose, social or otherwise The welfare of the employees of any governmental organization cannot be entirely supplied by the governing body as in our case the Civil Service Commision and the Library Administration but much of it must of necessity come from the employees alone and its effectiveness measured by the interest shown and results obtained by same. This will greatly determine the amount of happiness found in our jobs if they are to mean more than payroll checks.

We are grateful tothe members of the staff and the administration for all of the cooperation extended us in our efforts.

Respectfully Submitted,
Welfare Committee

Maryann Esteves
Marion O'Donnell
Eunice J. Hill, Chairman

SAN FRANCISCO PUBLIC LIBRARY

STAFF ASSOCIATION

Dear Staff Member:

We would like to point out a few of the functions of your Staff Association which benefit all members of the staff:

1. The Salary Survey Committee assembles data which augments the Civil Service Commission's recommendations for proposed salaries. Ordinarily, this committee's work has resulted in substantial salary increases being granted by the Board of Supervisors. The scope of this committee's work is intended to cover all classes in the library service.

2. The Social Committee conducts many social gatherings, including the staff dinner, picnic, Christmas party, and fund raising events such as the Food Sale.

3. The Welfare Committee eliminates the inconvenience of special gift appeals by providing suitable gifts and remembrances on occasions as specified in the constitution. This committee is also responsible for the publication and dissemination of news through the Staff Spectator, the official news harbinger.

In recognition of the benefits derived from the efforts of the committees of your staff organization, we urge you to acknowledge your moral responsibility to support a group which does so much in your behalf. You may apply for membership directly to the Secretary-Treasurer. Yearly dues are $2.00.

Very truly yours,

THE EXECUTIVE COMMITTEE
S.F.P.L. Staff Association

"...IT'S "E" OR ELSE!"

HEAR YE! HEAR YE!

The food sale needs your help, --- and your patronage. Come one, come all to the staff lounge, main library, October 7th and 8th. Enjoy the mammoth food sale. Exhibit your culinary aptitudes. Surprise your friends and fellow workers. Taste of the fruits of sweet praise; - taste also the tantalyzing goodies adeptly prepared by those who work with you!

The attached coupon carries with it an authorized exemption from your reducing diet, so please fill in the blanks and send it to either Eileen Kane, of the Order Dept. or Anne Schofield, of Business Branch, by Sept.28th, so that proper arrangements can be made for the success of our fund-raising drive.

Note that all funds in excess of the set goal of $100.00 will be deposited in your Association's coffer for the expressed purpose of defraying the costs of the 1953 Christmas Party to be held in December, so as we asked before: "Come...ALL!"

EAT PUDDING - PICKLES - COOKIES - FUDGE EAT

REDUCING EXEMPTION CERTIFICATE
(Not good after September 28, 1953)

DATE_____

NAME:_____ BRANCH NO.:_____

DESCRIPTION OF FOOD ITEMS TO BE CONTRIBUTED:_____
(what kind)

_____
(which day)

When completed, this coupon allows the afforesigned to refrain from his or her diet for the period of twenty-four hours on any or all days on which he/she is in attendance at the San Francisco Public Library Bond Drive Fund Food Sale!!

CAKE - PIE - JELLY - MUFFINS - JAMS

EAT CASSEROLES - CAN GOODS - WINES - EAT

YOUR PRESENCE

IS
CORDIALLY REQUESTED

AT THE
LIBRARY BOND DRIVE BENEFIT

TO BE CONDUCTED BY
YOUR STAFF ASSOCIATION

STAFF LOUNGE
MAIN LIBRARY

F_E_A_T_U_R_I_N_G

LUNCHEON

12:15 & 1:15 P.M. DAILY
OCTOBER 5th thru 8th, 1953
(MENUS INSIDE)

CARTE DES JOURS

* OCTOBER 5th [Monday]
(Chefs of the library)

Entree: Stuffed frankfurters
with potato salad.
Soup, bread, butter,
coffee and dessert included.

* OCTOBER 6th [Tuesday]
(Lady chefs of the 3rd Floor, Main)

Choice of: 1. Spaghetti & meat balls,
2. Chili con carne with
beans, 3. Enchilada.
Each includes bread, but-
ter, coffee, etc.

* OCTOBER 7th [Wednesday]
(Lady chefs of the 1st-2nd Flrs., Main

Entree: Party chicken.
Bread, butter, coffee, etc.

* OCTOBER 8th [Thursday]
(Mr. Laurence J. Clarke)

Entree: Surprise!

Turkey -

Stockton. California -
October 29 - 1953 -

Staff Association -
San Francisco Public Library -
My dear Friends -

I appreciate your thoughtfulness so very much and it is so good to still be a member of the Staff Association of the San Francisco Public Library - You may be sure that I will always deeply treasure my membership card -

With every good wish, and again thank you -

Sincerely -
Helen M. Dunne -

1335 - N. Hunter St -
Stockton -
California -

STAFF ASSOCIATION

November 30, 1953

Mr. Ivan Flamm
Civil Service Association
1232 Market Street
San Francisco, California

Dear Mr. Flamm:

We hereby extend to you our authorization for your acting in our behalf in the presentation of additional salary data to support our plea for increases in the pay scales of the several library classifications, as we discussed them in your office on November 27th.

We have enclosed for your convenience three copies of the additional salary data which we would like to have presented to the Civil Service Commission so that they may be included in the final report of the Salary and Wage Survey for the forthcoming fiscal year 1954-1955.

Please accept our honest thanks for having been so cooperative in our previous and present associations.

Very truly yours,

William Laughrey, President
Salary Standardization Committee
San Francisco Public Library
Staff Association.

STAFF ASSOCIATION

November 30, 1953

Mr. Frank Moitoza, jr.
Federation of Municiple Employees
995 Market Street
San Francisco, California

Dear Mr. Moitoza:

We hereby extend to you our authorization for your acting in our behalf in the presentation of additional salary data to support our plea for increases in the pay scales of the several library classifications.

We have enclosed for your convenience three copies of the additional salary data which we would like to have presented to the Civil Service Commission so that they may be included in the final report on the Salary and Wage Survey for the forthcoming fiscal year, 1954-1955.

I would like to convey our appreciation for the splendid cooperation you have afforded us in the past, and thank you for your present efforts as well.

Very truly yours,

Thomas G. Miller, Chairman
Salary Standardization Committee
San Francisco Public Library
Staff Association

STAFF ASSOCIATION

November 30, 1953

Honorable Civil Service Commission
City Hall
Civic Center
San Francisco 2, California

Gentlemen: re: X-Librarian Classifications

Enclosed for your kind consideration are two charts showing:

(1) Additional salary data we feel should be included in the Wage and Salary Survey.

(2) The present weighted average, and the combined weighted average which would result from the inclusion of the new data; and the salary increases this would justify.

It will be noted that we respectfully request a $20.00 increase for our entrance class, X-42 Librarian, although the over-all weighted averages do not support this much. Our request is based first, on the consideration of the high professional requirements for Librarians; and secondly, on the belief that the large number (55) of lower paid Oakland City Librarians has depressed the weighted average for the San Francisco Area in a manner which does not reflect accurately the local picture. We are gathering additional data to support our point of view.

May we also call to your attention the X-2 City Librarian classification. The Civil Service Commission Survey shows the higher salaries paid by Los Angeles City and Los Angeles County, but we would also like to point out that two assistants to the Los Angeles City Librarian receive a maximum salary of $940.00 per month, or $40.00 per month more than our San Francisco City Librarian.

In comparing the prevailing rates in comparable jurisdictions for all the X-Librarian classes, we find San Francisco salaries far below those of other California agencies. In view of this, we urge and trust that you will give the Librarian classifications every consideration in bringing San Francisco Library salaries up to a more equitable level.

Sincerely yours,

Thomas G. Miller, Chairman
Salary Standardization Committee
San Francisco Public Library
Staff Association

WAGE AND SALARY SURVEY
ADDITIONAL DATA FOR THE "X" CLASSIFICATIONS
OBTAINED AND COMPILED BY THE
SAN FRANCISCO PUBLIC LIBRARY STAFF ASSOCIATION
SALARY STANDARDIZATION COMMITTEE

November 30, 1953.

SCHEDULE 1. SOURCES OF DATA

Jurisdiction	Chief Librarian	Head Librarian	Reference Librarian	Senior Librarian	Junior Librarian
S.F. Bay Area:					
Alameda Co.				323-394	
Stockton & San Joaquin Co.		(1) 382-477 (2) 361-451	382-477	323-404	289-361
Oakland			415-465		
U. of Calif.	436-530	436-530	436-530	358-436	
Los Angeles Area:					
Los Angeles Co.					288-355
L.A. City	417-516		417-516		
San Diego	397-483	360-438			
State of Calif.	505-613	415-505			

WAGE AND SALARY SURVEY
ADDITIONAL DATA FOR THE "X" CLASSIFICATIONS
OBTAINED AND COMPILED BY THE
SAN FRANCISCO PUBLIC LIBRARY STAFF ASSOCIATION
SALARY STANDARDIZATION COMMITTEE

November 30, 1953.

SCHEDULE 2. AVERAGE DATA AND BASES FOR REQUESTED RAISES

Classification	Present rate	C.S.C Weighted Average	Additional data weighted average	Combined data Weighted average	Indicated raise	Requested raise
X-12	410-480	392-466	435-531	420-508	$28	$30
X-20	365-425	396-479	393-480	396-479	$54	$25
X-32	390-450	373-441	412-497	395-473	$23	$30
X-40	330-380	343-420	346-422	344-420	$40	$25
X42	290-340	285-347	288-358	285-351	$11	$20
X-52	$1.10 per hr.	$1.14-1.50	-----	----	40¢ pr hr.	40¢ pr h

WAGE AND SALARY SURVEY
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Stockton & San Joaquin Co.		(2) (1) 382-477 (3) (2) 361-451	382-477	(4) 323-404	(6) 289-361
Oakland			415-465		
U. of Calif.	436-530	(7) 436-530	436-530	(55) 358-436	
Los Angeles Area:					
Los Angeles Co.					(30) 288-355
L.A. City	(1) 417-516		(1) 417-516		
San Diego	(1) 397-483	(7) 360-438			
State of Calif.	505-613	415-505			

WAGE AND SALARY SURVEY
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X-32	390-450	373-441	412-497	395-473	$23	$30
X-40	330-380	343-420	346-422	344-420	$40	$25
X42	290-340	285-347	288-358	285-351	$11	$20
X-52	$1.10 per hr.	$1.14-1.50	-----	----	40¢ pr hr.	40¢ pr hr

STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

January 19, 1954.

To: All Full-Time Regular Members of the Staff.

Staff Association membership dues are now being collected for the year 1954.

We would like to take this opportunity to urge those on the staff who are eligible for membership in the San Francisco Public Library Staff Association to give our group their active support. This year the activities of the Staff Association are expected to afford enjoyment over a wide range of interests, so come on and join in the fun!

Membership is open to any full-time regular employee of the San Francisco Public Library, regardless of civil service classification. Dues are $2.00 per year, and are currently payable to the Staff Association's Secretary-Treasurer, Mrs. Eileen Selig, Librarian's Office.

THE EXECUTIVE COMMITTEE
San Francisco Public Library
Staff Association

February 1, 1954

Organization: Staff Association,
San Francisco Public Library

Classification for which Data is Submitted		Present Salary Range	Requested Range	Reference To Data
B-72	Secretary, Library Commission	$625.	$675.	Page 1
C-104	Janitor	$245.-285.	$270.-310.	Page 2
J-54	Book Repairer	$220.-280.	$240.-300.	Page 3
J-56	Sub-Foreman Book Repairer	$270.-310.	$290.-340.	Page 4
X-2	City Librarian	$900.	$950.	Page 5
X-12	Chief Librarian	$410.-480.	$440.-510.	Page 6
X-20	Head Librarian	$365.-425.	$400.-460.	Page 7
X-32	Reference Librarian	$390.-450.	$420.-480.	Page 8
X-40	Senior Librarian	$330.-380.	$360.-410.	Page 9
X-42	Librarian	$290.-340.	$315.-365.	Page 10

Submitted to the
Finance Committee
Board of Supervisors
Room 235, City Hall

STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

Salary Standardization Data

B-72 SECRETARY, LIBRARY COMMISSION

Present Salary Range	Civil Service Recommendation	Requested Salary Range
$ 625.	No increase	$ 675.

The Civil Service Commission Wage and Salary Survey presents no data for this classification, and recommends no increase.

We would like to submit the position of Business Manager, Los Angeles City Library, with a salary range of $755.-940. per month as a basis for our requested $50.00 increase.

While the Los Angeles City system is admittedly larger, the B-72 Secretary, Library Commission in the San Francisco Public Library has many more duties.

In addition to the duties they are both responsible for, such as supervision over maintenance of buildings, maintenance of proper accounting records of all expenditures and receipts of the Library and its branches, budget preparation, supervision of records and timeroll preparation; the B-72 Secretary, Library Commission, San Francisco Public Library, also acts as liason with the Library Commission and maintains a complete record of all acts and transactions of the Library Commission, and is responsible for the general administration of the Library in the absence of the City Librarian.

Therefore, while considering the difference in the size of the libraries, the additional duties performed here should justify a salary somewhat more comparable. If the $50.00 requested raise is granted to the B-72 Secretary, Library Commission, this position will still be paid $265.00 per month less than the comparable position in the Los Angeles City Library

B-72 SECRETARY, LIBRARY COMMISSION.

STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

Salary Standardization Data

C-104 JANITOR

Present Salary Range	Civil Service Recommendation	Requested Salary Range
$245.-285.	$250.-290.	$270.-310.

In addition to the data published by the Civil Service Commission, may we present the statistics, to date, on the Janitorial staff of the San Francisco Public Library for the year 1953-1954:

Number of Janitors Authorized	Average number of permanant Janitors	Average number of Limited Tenure Janitors	Average Number of Vacancies
17	9	6	2

In view of the obvious difficulty in attracting competent janitors, and because of the great difficulty in attempting to keep our buildings clean and properly maintained with a temporary, understaffed janitorial crew, it is respectfully requested that an increase of $25.00 per month be given to the C-104 Janitors. A substantial increase to this classification would eliminate conditions which are, and have been, most unsatisfactory and inefficient.

STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

Salary Standardization Data

J-54 BOOK REPAIRER

Present Salary Range	Civil Service Recommendation	Requested Salary Range
$220.-280.	No increase	$240.-300.

The basis for the requested increase of $20.00 per month for J-54 Book Repairer is simply the union rates paid by all other San Francisco employers in agreement with the Bookbinders and Bindery Women's Union, Local No. 31-125. The Civil Service Commission has included these rates in its survey as $219.-$296. per month, which is $16.00 per month more, at the maximum, than our Library Book Repairers are being paid.

There is no question of comparability of duties, for the work done by the five J-54 Book Repairers in the Public Library is usually more difficult than that done in private industry. There is, therefore, no reason why the five employees in this classification should not be paid at least the union wage scale which is paid in San Francisco.

STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

Salary Standardization Data

J-56 SUB-FOREMAN BOOK REPAIRER

Present Salary Range	Civil Service Recommendation	Requested Salary Range
$270.-310.	No increase.	$290.-340.

Again we base our request for a higher salary on the current union scale paid for this type of work in San Francisco. The Civil Service Commission has printed the union rate as being $317.00 per month.

We are respectfully requesting an increase of $30.00 per month for the one employee in this classification, not only because of the greater responsibility that is imposed on the J-56 Sub-Foreman Book Repairer by the great variety of problems in the Public Library, but also because there has been historically a $40.00 differential between this position and the next lower classification of J-54 Book Repairer. This differential was cut $10.00 last year, probably inadvertently, and if the J-54 Book Repairers receive the $20.00 increase they justly deserve, it will be only equitable to increase the J-56 Sub-Foreman by $30.00 per month.

STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

Salary Standardization Data

X-2 CITY LIBRARIAN

Present Salary Range	Civil Service Recommendation	Requested Salary Range
$900.	No increase	$950.

The Civil Service Commission has included in its survey the salaries of the Los Angeles City Librarian, at $1,292. per month and the Los Angeles County Librarian at $842.-$1,048. per month.

The Los Angeles County Library is approximately the size of the San Francisco Public Library, considering budget, personnel and number of volumes circulated. As it is the closest in size to ours in the State of California, we believe it should receive special consideration in salary comparison.

We admit that the Los Angeles City Library system is approximately twice the size of the San Francisco system, but would like to point out, which the Civil Service Commission Survey does not, that the Los Angeles City Librarian has two assistants, each receiving a salary of $755.-$940. per month.

Our City Librarian has no assistant, and has not been able to get one. He is, therefore, attempting to perform the duties that at least 1½ administrators are doing in Los Angeles City.

If only to salvage a little of our civic pride, and some of our claim to cultural supremacy, we believe the City Librarian's salary should be increased $50. per month, so he will be receiving $10. more than the TWO ASSISTANTS to the Los Angeles City Librarian.

STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

Salary Standardization Data

X-12 CHIEF LIBRARIAN

Present Salary Range	Civil Service Recommendation	Requested Salary Range
$410. - 480.	$430.- 500.	$440.- 510.

The Civil Service Commission has recommended an increase of $20.00 per month for the two X-12 Chief Librarians in our Public Library. They have included in their data, upon which they based this recommendation, the salaries of Chief Librarians in the following jurisdictions:

San Mateo County $ 314. - 392.

Contra Costa County $392.-470.

The Chief Librarian position in these smaller jurisdictions really should not be considered comparable, and if these rates were not included, the over-all weighted average of the Civil Service Commission data would be $428.-527. per month for X-12 Chief Librarian.

Based upon this weighted average of $428.-527., which is still only the middle 50% of the salary data, we respectfully request the two X-12 Chief Librarians be granted a $30.00 per month increase to $440.-510. per month.

X-12 CHIEF LIBRARIAN

STAFF ASSOCIATION

SAN FRANCISCO PUBLIC LIBRARY

Salary Standardization Data

X-20 HEAD LIBRARIAN

Present Salary Range	Civil Service Recommendation	Requested Salary Range
$365.- 425.	$365.-445	$400.-460.

We base our requested increase of $35.00 per month solely on the data published by the Civil Service Commission in the Wage and Salary Survey dated Jan. 15, 1954. They show 59 positions in the various jurisdictions in California, and the over-all weighted average,- which we obtained by multiplying the weighted average figures shown in each section of the Salary and Wage Survey by the number of indicated positions, and dividing by 59 - the over-all weighted average is $412.-495. per month. This of course represents only the middle 50% of this data, but certainly indicates that San Francisco's Head Librarians are not paid the prevailing wage in the state of California, or anywhere near it.

We are, however, respectfully requesting only a $35.00 per month increase to keep some semblance of order in the Library salary structure.

X-20 HEAD LIBRARIAN

STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

Salary Standardization Data

X-32 REFERENCE LIBRARIAN

Present Salary Range	Civil Service Recommendation	Requested Salary Range
$390.-450.	$410.-470.	$420.-480.

Although recommending a $20.00 per month increase for the X-32 Reference Librarian in the San Francisco Public Library, the Civil Service Commission has again included several smaller jurisdictions, such as Alemeda City with the salary scale of $337.-405., and Contra Costa County which pays its Reference Librarian $357.-$429. per month

All the larger libraries in the state of California, pay their Reference Librarian over $500. per month, and inasmuch as the Reference Department of our Public Library is certainly one of the best and largest in California, it is only equitable that our highly-trained and respected Reference Librarian be granted an increase of $30.00 per month to bring her salary nearer that paid in other large libraries.

STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

Salary Standardization Data

X-40 SENIOR LIBRARIAN

Present Salary Range	Civil Service Recommendation	Requested Salary Range
$330.-380.	$350.-400.	$360.-410

Again we point to the data gathered by the Civil Service Commission for the classification of X-40 Senior Librarian. In 199 positions of Senior Librarian in all the jurisdictions in California which were covered in the Wage and Salary Survey, the over-all weighted average is $343.-$420. per month. This figure, which is $40.00 per month higher than the maximum salary now being paid by the City of San Francisco, is the middle 50% of the data gathered on the 199 comparable positions.

Certainly, there is ample justification for an increase of $30.00 per month for the small number of X-40 Senior Librarians employed by our Public Library.

X-40 SENIOR LIBRARIAN

STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

Salary Standardization Data

X-42 LIBRARIAN

Present Salary Range	Civil Service Recommendation	Requested Salary Range
$290.-340.	$300.-350.	$315.-365.

The $10.00 per month increase recommended by the Civil Service Commission is most appreciated by our librarians, who are almost accustomed to being the lowest-paid professional people on the City pay-roll.

The requirements demanded for the entrance present salary of $290. per month are:

1. Graduation from recognized university, plus completion of one year in a recognized library school; or,
2. Graduation from recognized university, plus one year of first class paid professional library experience; or
3. Five years of first class paid professional library experience or suitable combination of education and experience totaling 5 years.

With these requirements, the California Library Association recommends a minimum entrance salary for librarians of $325.00 per month. We respectfully request a minimum of $315.00 per month, and a maximum of $365.00 per month, based on the above professional standards.

In addition to this, the over-all weighted average of the data gathered by the Civil Service Commission justifies an $8.00 raise, and this figure includes the average salary of 319 librarians, in various jurisdictions in California. This over-all weighted average of $285.-348. is, of course, only the middle 50% of the data, and includes 138 positions, or 43%, from much smaller jurisdictions. We feel that we must protest the use of the middle 50% of the data when much of it is obtained from inferior sources.

Further, it is from this entrance class of X-42 Librarian that we must find the material for promotion to higher classifications, in accordance with Civil Service Commission policy. We have been having difficulty recruiting librarians capable of performing the most elementary professional duties, at the salaries we offer, and if these salaries are not raised to attract the better librarians available, then eventually the entire Public Library Staff will be adversely affected.

For these many reasons, we respectfully request a $25.00 per month increase for the X-42 Librarian classification, to a range of $315.-365. per month.

March 11, 1954.

San Francisco Federation of Municipal Employees
995 Market Street
San Francisco, California

Attention: Mr. Frank Moitoza, Jr.

Dear Mr. Moitoza:

It is with deep appreciation we extend our grateful thanks to you who have so successfully aided us in our plea for salary increases for the fiscal year 1954-1955.

The measure of success sometimes shows the quality of effort; thus, from the results of this and past years accomplishments you may truly take pride in your record of service to the members of the Federation.

Very truly yours,

William A. Laughrey, President
San Francisco Public Library
Staff Association

March 11, 1954.

Mr. Laurence J. Clarke, Librarian
San Francisco Public Library
Civic Center
San Francisco 2, California

Dear Mr. Clarke:

On rare occasions there exists an executive such as yourself who truly has a sympathetic understanding of the problems of those who work with him, and who puts forth his ability and personality in favor of the cause of his staff. Such is the case in the matter of the Salary and Wage Hearings before the Finance Committee of the Board of Supervisors this year.

For your efforts and your effective eloquence we are humbly grateful; furthermore, we wish to extend our sincere thanks for your unselfish presentation of the facts in our favor. We are proud to be working with you.

Very truly yours,

William A. Laughrey, President
San Francisco Public Library
Staff Association

March 11, 1954.

Mr. Ivan Flamm
Civil Service Association of San Francisco
1232 Market Street
San Francisco 2, California

Dear Mr. Flamm:

Your splendid efforts on behalf of our members during the wage and salary survey recently completed are appreciated.

May we continue to have your support and assistance which have proved to be so valuable to our cause in the past.

Very truly yours,

William A. Laughrey, President
San Francisco Public Library
Staff Association

n Francisco Staff Association of the Public Library

Meeting of October 23rd 1955 opened at 11:12 at the Lakeshore Plaza Restaurant under Chairman Eunice Hill,

Mrs Hill presented the Commissioners present which included, Evelyn LaPlace, Mr Fisher, and Mr Dittner.

Mrs Hill gave thanks to Mrs McDonald of the Reference Department for splendid work in acquiring and ar anging for such a nice breakfast.

Miss Kosturous, Sec Tres, read the minutes of the last meeting.

Report of the Welfare Committee , Miss Mootz stressed the point that the Spectator publication schedule be adhered to namely January, April, July and October, and that the format of the publication will also bemaintained.

Also that the Recruitment Tea be an annual affair, whereby girls from the high schools are invited to attend the Library Tea and become acquainted with the profession of a librarian. Miss Cullen added that the invitation should also be extended to the girls of college age also.

Salary Standardization Report. Mr Miller thanked the hardworking committee he had the pleasure of working with during the past year, Mr Laughrey, Mrs Hill, Miss Kosteurous, Mr Allen and Mr Clarke, whome he mentioned as being the only Dept Head present at the board of Supervisor's meeting on Standardization. Success of the group is shown by the result. He stated that the salary is now in the 25% top level of the state. He added in conclusion that the questioniares have been sent out already and the spade work is started for the new Committee to take over.

Thanks was offered to Mr Laughery for the Staff picnic, and Mrs Gallagher for the Dinner. Thanks was also given by Mrs Hill to Miss Whitney, Mrs Mahlberg, Mrs Selig and Mrs McDonald for their help in the successful Rummage Sale.

Treasurers report 82 paid up members, total treasury of $176.25

Mr Allen gave a report on the convention at the clonclave of librarians in San Jose, he aid it was a wonderful turn out of 6 Commissioners and 19 Staff members.

At 11:22 the gavel was turned over to Miss Dorthy Hult, president elect of the Staff Association of the San Francisco Public Library.

She introduced the members of the new executive committee and then requested a report from the Scholarship Committee, whichis composed of Miss Faithorn, Mrs O'Donnel, and Mr Ramierez.

Mr Ramierez read the report of the findings of the Committee which is enclosed.

Miss Langpap aksed where is the finance coming from, the idea is good, where is the money

Miss Versa Cullen suggested that the Scholarship Committee be held over for the coming year.

Mr Allen gave a speech urging contributions to the United Crusade Campaign, give as much as you gave in 1954.

Mr Laughrey suggested a constitutional ammendment, because the high quorum of 2/3 hamstrings the body from any activity , because it is seldom that the required quorum is present.

Mis ~~Wendell~~ Windelle suggested that minutes be sent out tothe staff.

Meeting adjourned at 11:40

SCHOLARSHIP COMMITTEE REPORT

The purpose of the Scholarship Committee, as you are aware, has been to investigate the feasibility of a scholarship award to be sponsored by the Staff Association and to formulate a plan setting up such an award. It is the function of this report to give you an idea of our accomplishments during the past year.

To begin with, we have communicated with libraries known to provide scholarships and loans. We have requested details concerning their particular awards and the means they consider useful in raising cash necessary to support their programs. Among the libraries responding are:

Akron (Ohio) Public Library
Brooklyn Public Library
Catholic University of America
Detroit Public Library
Enoch Pratt Free Library
Indianapolis Public Library
Lima (Ohio) Public Library
Minneapolis Public Library
Newark Public Library
New York Public Library
Pasadena Public Library
Vancouver Public Library
Long Beach Public Library
Toledo Public Library

We have received valuable counsel and encouragement from the directors of the above libraries, as well as from the chairmen of their respective staff

organizations and scholarship committees. The correspondence file is open to any staff member; simply contact William Ramirez or any other member of the Scholarship committee.

We have discovered that virtually all of these libraries have some plan or other which provides awards to staff members and sometimes even to the community at large.

The awards range from small purses of about $50 each year to fairly substantial prizes of about $600 per annum.

An interesting fact is that not only large libraries, but small libraries as well, have scholarship plans in operation. And some of the awards of the small libraries are quite substantial, indeed.

In addition, we have spoken to and communicated with prominent people in the library field for information and advice. Among those who have obliged; Harold Lancour, Chairman, Board of Education for Librarianship of A.L.A.; Amy Winslow, Director of Enoch Pratt Free Library, and Edward A. Wight, Professor of Library Science at University of California. They have all offered their services and further information should we require such in the future.

At the present time the committee is in the process of formulating a report incorporating the data thus far accumulated and the resulting findings. On the basis of this report a questionnaire will be prepared and distributed among the Staff. It is hoped that the Staff's response to questions will provide the Committee with sufficient data to formulate a workable plan for awards to be supported by the ~~Staff~~ membership should they so decide. It is also hoped that the Staff will submit any comments and opinions

they may have regarding the scholarship plan and any suggestions and advice will be greatly appreciated and most welcome.

Dear Dorothy

Thought you might like the enclosed letter for your Staff Assn., file. We mailed the questionnaire to Miss Kurtkish, giving your name as President so you will be notified if and when further action is taken.

Sincerely,

Anne Farrell

CITY OF SAN JOSE
CALIFORNIA

MARKET AND SAN FERNANDO STREETS
TELEPHONE CYPRESS 3-7350

November 17, 1955

SAN JOSE PUBLIC LIBRARY

Mr. Laurence J. Clarke, Librarian
San Francisco Public Library
Civic Center
San Francisco, 2, California

Dear Mr. Clarke:

As you know, the Staff Organizations Round Table Committee of ALA held a meeting in San Jose in conjunction with the CLA Annual Conference in October. During the meeting, several of those present expressed an interest in the establishment of a CLA SORT.

With the establishment of a CLA SORT, we would have a centralized organization to plan and arrange State SORT meetings, since we do not know whether California will have a representative in the national steering committee every year.

A centralized organization would also assist and encourage establishment of more Staff Associations in the state. At the present time, of the 202 public libraries in the state of California, only 32 or 16% have Staff Associations.

A centralized organization would be able to represent staffs of libraries in CLA. At the present time, discussion and resolution of staff welfare and personnel problems is limited in CLA to the general sections and to the Personnel Committee.

Under the direction of Miss Mary T. Hugentugler, Project Chairman, ALA SORT, we are writing, now, to determine the amount of interest in a CLA SORT. Will you help us in this project by filling in the enclosed questionnaire and returning it to me as soon as possible.

Sincerely,

Shirley Kirkish

Shirley Kirkish

Ramírez, William Louis b. Aug. 17, 1925, son of Cosme R. and Maria Reyes (Morales) R.; e. B.S., Univ. of San Francisco, 1948; B.L.S., Univ. of California, 1954. Married Margaret Patricia Kelly (1950). Junior librarian, San Francisco Public Library, 1949-50; Senior librarian, since 1950. Member: A.L.A., Calif. Library Assn., Beta Phi Mu. Address: San Francisco Public Library, Civic Center, San Francisco 2, Calif. Home: 515 Vicente Street, San Francisco 16, Calif.

REPORT ON WELFARE COMMITTEE MEETING

DECEMBER 14, 1955

ON THURSDAY, DECEMBER 1, 1955, AT 10 A.M. THE WELFARE COMMITTEE MET TO DISCUSS THE BALLOT AND THE STAFF PAPER. MISS MOOTZ GAVE POINTERS ON SENDING OU THE BALLOTS. WORDING WAS AGREED UPON.

WE EXAMINED OLD COPIES OF THE STAFF SPECTATOR, AND TALKED OVER THE LIST OF SUGGESTED ARTICLES SUBMITTED BY THE STAFF PRESIDENT. ARTICLES WHICH WE HOPE TO INCLUDE IN THE JANUARY ISSUE OF THE PAPER ARE:

MESSAGE FROM MR. CLARKE
MESSAGE FROM MISS HULT
ANNUAL REPORTS
REPORT FROM SCHOLARSHIP COMMITTEE
RUN DOWN ON CHILDREN'S DEPARTMENT
STAFF BREAKFAST REPORT
STAFF CHRISTMAS PARTY REPORT
BRANCHVINE (COVERED BY MISS MOOTZ)
MAINLINER (COVERED BY MISS FENECH AND MISS THOMAS)

DECEMBER 28 IS THE DEADLINE FOR HANDING IN ARTICLES. ALLOWING A FEW DAYS FOR ASSEMBLING THE MATERIAL, PRINTING AND DISTRIBUTION WE HOPE TO HAVE THE PAPER OUT BY THE SECOND WEEK IN JANUARY.

Eiss Thomas

COMMITTEE CHAIRMAN

SPECIAL STAFF ASSOCIATION BULLETIN

Plans for the Christmas party are underway. Keep Sunday evening, December 18, 1955 free so that you, your friends and family can attend. The new social committee has made arrangements for the use of Forest Hills Lodge. The approximate admission fee will be $2.50. An invitation with exact figures will be sent to staff members later. Buffet supper, cocktails and dancing.

Staff Association membership dues for 1956 are payable. Send your $2.00 to Herb Brown, Reference Deptartment.

EXECUTIVE BOARD FOR 1956

Dorothy Hult President
Herb Brown Secretary-treasurer
Lucille Cordrey

COMMITTEE MEMBERS

Social Committee

Harriet Collopy Chairman
Gladys Hansen
Marion O'Donnell

Welfare Committee

Anna Mae Thomas Chairman
~~Helen Mootz~~ Anne Farrell
Violet Fenech Alice Taylor

Salary Standardization

~~Thomas Miller~~ Chairman
Bill Laughrey
Marjorie Kelly
Marie Furrer
GERALDINE FITZGERALD

Scholarship

William Ramirez Chairman
Herberta Faithorn
Ruth Hayburn
Eunice Hill (ex-officio)

Miss Hult, Chairman of the Executive Board called a meeting on Wednesday, January 11, 1956 at 8 P.M. Seven members were present. The letter from Mr. Allen thanking the staff association for the gift of the lamp was read. Then the letter from Joan Porterfield thanking the committee for the ballot mailed to her; finally the letter from Miss Farrell was read. This letter was originally sent to Mr. Clarke and was from the San Jose Public Library, in brief it urged an establishment of a CLA SORT. It listed the advantages of a CLA SORT including a centralized organization to plan and arrange State SOrt meetings, an encouragement to other libraries to form staff associations, and would be a representative at CLA. They wished for help on forming this association. ~~Miss Farrell added a note of her own by saying that~~ only 16 per cent of 202 libraries have a staff association.

Miss Hult then suggested names for a representative to the Health Service Meetings, Carol Melbin, Anne Schofield. These people were to be consulted.

Since Mr. Brown was unable to be present, Miss Hult read a petition which Mr. Brown had formulated on parking facilities. The Committee suggested that a letter be sent to the Board of Supervisors for this problem.

The suggestion was then made that another letter be written to Mr. Clarke about having a ~~drinking fountain~~ bottled water installed in the Main Library. This was already brought up in the Executive Committee last year, and Mr. Clarke said that at that time he would ask the Purchasing Dept. again, but that before that time they had refused to allot the money for it.

Geraldine Fitzgerald and Marjorie Ford were delegated to count the ballots from the previous voting.

It was also voted on to send a letter to Miss Langpaap to answer her questions on the ballot.

Attention: January 18, 1955

May I please have the name of your representative by March 1, 1956. To facilitate the election of committee officers, will you also send a short biography of your representative, giving both professional and association experience. It will probably be best that members of this committee, at least, should also be members of CLA.

Very truly yours,

Mary T. Hugentugler

Mary T. Hugentugler, Chairman
Project Committee, ALA SORT

MTH:mh

Attention:

February 21, 1952

May I express here the [illegible] of your representative by March 1, 1952. To facilitate the [illegible] of American officers, will you also [illegible] a [illegible] biography of your representative, [illegible] professional and association experience. It will [illegible] be best that members of like [illegible], at least, should also be members of [illegible].

Very truly yours,

[illegible]

Henry T. McCormick, Chairman
Program Committee, [illegible]

Attach

FELIPE de NEVE BRANCH LIBRARY
2820 West 6th Street
Los Angeles 57, California

January 18, 1956

Miss Dorothy Hulf, President
San Francisco Public Lib. Staff Association

Dear Miss Hulf:

The preliminary survey, conducted by the Project Committee, ALA SORT, regarding the organization of a CLA Staff Organization Round Table, has brought out the following facts:

1. Of the 32 county and municipal libraries in California having reported Staff Associations, 14, with a combined membership of more than 1300, have expressed a serious interest in the organization of a CLA SORT.

2. Of the 22 colleges and universities polled, many do not have staff associations, but three have expressed decided interest, and probably one more will be added.

Miss Thelma Reed, President of CLA, advises that after the group is organized, with objectives, a plan, officers and perhaps a constitution, it should then submit its request for admission to CLA as a Round Table.

It appears best, therefore, that each interested staff association should appoint a representative to be a member of an Organizing Committee. This representative should be someone with enthusiasm, interest, good judgment and some experience. That committee will then elect a chairman and a secretary.

[illegible] Fuel Service Council
[illegible] Wood St. Street
Los Angeles 17, California

January 16, 1950

[illegible], President
[illegible] Retail Association

Dear [illegible]:

The preliminary survey, conducted by the Industry Committee, all NOW, regarding the organization of a Gas Retail Organization Association, has brought out the following facts:

1. Of the 32 county and municipal dealerships in California having received copy Association, 24, with a combined membership of more than 1400, have expressed a serious interest in the organization of a Gas NOW.

2. Of the 22 jobbers and wholesalers solicited, many do not have retail associations, but three have expressed definite interest, so probably one more will be added.

Mike Taylor Fuel, President of Gas, has the best after one thing is accomplished, an industry plan, officers and develop a constitution, so should then submit its request for admission to GRA as a sound table.

It appears that, therefore, that such international retail association should result in benefits to be a member of an industry association. All requirements should be achieved with minimum, integrity, good judgment and some sacrifices. This committee will just start a continuing job - [illegible].

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STAFF ASSOCIATION
SAN FRANCISCO PUBLIC LIBRARY

BULLETIN # 1 FEBRUARY 1956

ATTENTION

ANY COMMUNICATIONS TO THE STAFF ASSOCIATION, AS IN THE PAST, MUST BE WRITTEN AND SIGNED.

EVERY CONSIDERATION WILL BE GIVEN TO THESE LETTERS.

OTHERWISE NO ACTION CAN BE TAKEN.

DOROTHY HULT
PRESIDENT
STAFF ASSOC. S.F.P.L.

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MONEY IS BEING RECEIVED IN PAYMENT OF 1956 DUES AT THE REFERENCE DEPARTMENT. SEND TO H.T. BROWN RFERENCE DEPARTMENT, MAIN LIBRARY.

ALL WHO WISH TO BECOME MEMBERS OR THOSE WHO WISH TO PAY THEIR 1956 DUES ARE URGED TO DO SO N OW.

THANKING YOU IN ADVANCE

HTB
SEC-Treas.

MINUTES OF MEETING, TUESDAY, APRIL 3, 1956

The meeting of the Executive Committee of the San Francisco Public Library Staff Asso. was held in the Children's Room of the Main Library on Tuesday, April 3, 1956.

Meeting called to order 8:05 P.M. President, Miss Dorothy Hult. Others present were Miss Anne Farrell who is our new editor of THE STAFF SPECTATOR, HarrietCollopy, Chairman of the Social Committee, William Ramirez, Chairman of the Scholarship Committee, Margaret Kostouros and Lucile H. Cordrey. Members noted absent were Herb Brown, Secretary-Treasurer, and Eunice Hill.

Miss Hult read a telegram from Mr. Joe Allen expressing regrets at not being able to attend the Kick-off dinner.

Letter from C.L.A. asking for the nomination of a representative for a possible SORT. William Ramirez nominated.

Letter from A.L.A. asking for a nomination for a representative to Steering Committee. Alice Taylor nominated.

Report from Anne Scofield who attended Health Service Meeting. Nothing of importance to Librarians.

Suggestion from Miss Collopy that we keep our City Librarian, Mr. Laurence J. Clarke, as Chairman of C.L.A. Membership Committee, even if in an honorary capacity.

Report from Miss Farrell on Food and Rummage sale. Receipts $181.87. Full report will be in the next issue of THE STAFF SPECTATOR. A vote of thanks was given to Miss Farrell ~~and Miss Collopy and their committees~~ for ~~their~~ her splendid work in making this occasion a great success.

Miss Collopy read report on Kick-off dinner held at Holiday Inn, Sunday, March 11th.

Dinner	$156.00
Tax	5.36
Tip	30.00
Wine	27.00
Flowers	10.00

Miss Hult announced that the second annual Recruitment Tea will be held in the Commissioners' Room, Thursday, April 26th, from 4-5:30 P.M., for high school seniors. Anna May Thomas is Chairman, assisted by Violet Fenech, Alice Taylor and Versa Cullen. Miss Cordrey suggested that names of the guesta be kept on record and that there should be a follow-up to ascertain if these teas are successful or if they are going to be a waste of time and money. Miss Cordrey also suggested that we should invite college students instead of high school students. Miss Farrell commented that it might be several years before we could learn if these teas were a success as to recruiting librarians.

Mr. Ramirez, Chairman of the Scholarship Committee, spoke at great length on this project which is enormous necessitating a fair amount of capital. Has had correspondence with various libraries in large cities as to their methods of raising funds and determining who are eligible. Those present felt that all classifications in the S.F. Public Library Staff, with certain stipulations, should be included to benefit from this fund. There is still a great amount of planning to be done before any announcement can be made as to policy.

Miss Hult requested that in the next issue of THE STAFF SPECTATOR the Salary Standardization Committee be thanked for their work in compiling the statistics which were presented to the Board of Supervisors. Also words of welcome to Mr. Frank A. Clarvoe, jr., the new Secretary to our Library Commission.

Miss Farrell announced that the next issue of THE STAFF SPECTATOR would be out this month. There was a discussion as to whether we would continue having the paper printed, which is very expensive, or have a professional mimeographing job. Miss Farrell also suggested that the bannerhead be changed. No decison can me made about these matters until next term.

Miss Hult discussed the possibility of changing the order of officers in our Association, such as President, Vice-president. That the Vice-president should serve one term and at the end of that term be automatically elevated to the office of President for the ensuing year. In this manner of succession the President would have had experience in the handling of the many problems that arise in the administration of this office.

Miss Collopy was instructed to send get-well cards to Misses Jacobs and Hamilton and Mrs. Thornhill.

A staff picnic was discussed in which the committee was of the opinion that it was wasted effort. In the past the attendance has been very poor and the weather has been uncertain.

Miss Collopy suggested that invitations to join Staff Association should be sent to newly appointed members.

The meeting was adjourned at 9:40 P.M.

Respectfully submitted,

Lucile H. Bordney

Secretary pro-tem

SAVINGS BOND CAMPAIGN WINNERS

The personnel of the Library is to be congratulated upon its response in the recent drive for greater participation in the purchase of United States Savings Bonds.

Through the Payroll Savings Plan, thirty-nine of our staff are having money withheld each pay day toward the purchase of Bonds.

On Friday, July 6, 1956, Mr. Clarke drew the following names for the prizes indicated:

$25.00 Savings Bond (Donated by the Staff Association)	Hazel B. MacFarlane
5 Children's Books	Madelaine Lechten
3 " "	Louise Gallagher
1 " "	Veronica Little

While the current Savings Bond Drive is officially concluded, remember that bonds are a good investment and that the Automatic Payroll Savings Way is the easy way to save.

FOR THE BIG THINGS IN YOUR LIFE - BUY U. S. SAVINGS BONDS!

inutes of Executive Board Meeting

ie final Executive Board meeting was called to order in the Main Library Children's oom on Tuesday, October 9, at 8:10 P.M.

i the absence ~~to~~ of Secretary Herb Brown, President Dorothy Hult asked Alice Taylor o take minutes of the meeting.

resent at the meeting were Lucile Cordrey and Eunice Hill of the Executive Comm-tee, Harriet Collopy of the Social Committee, Anna May Thomas, Anne Farrell, d Alice Taylor of the Welfare Committee, Marion Zaun in-coming president, and esident Dorothy Hult.

ie order of business for the meeting of October 21 was discussed and clarified. esident Hult offered for discussion the recommendations which she will present or staff discussion at the breakfast-business meeting.

1. that the constitution be amended to provide for a vice-president, president-elect. This would give the in-coming president an opportunity to prepare for the work she would be required to do i her second year of office. It was observed that this is an accepted prodedure i ALA and CLA. It was suggested that if this amendment is passed that a vice-esident be elected this year so that the new prodedure could be started.

2. that two meetings be held during the year. The first near the d of May for the installation of new officers, and the second in October. This ould give the new Executive Committee a chance to prepare for the program of the ear without the stress of Salary Standardization and the Christmas Party so mediate upon taking office.

orothy Hult suggested that a yearbook be issued listing names of staff members d the program of the year.

suggestion was made that all new members of the staff be given a copy of the AFF SPECTATOR as an incentive for joining the Staff Association.

rriet Collopy asked that a policy be established concerning retired members as whether or not they should be sent invitations to staff functions and receive opies of the STAFF SPECTATOR. Miss Coplopy further suggested that a mailing st be made of those people no longer on the staff who do receive notice of staff nctions.

nice Hill announced that Bill Ramirez was ill and could not attend the board eting, but that he would give a complete report of the Scholarship Committee at e regular business meeting.

suggestion was made that each committee outline its procedures to be kept as a cord to pass on to each new committee chairman to facilitate his work.

rriet Collopy suggested that the first edition of each STAFF SPECTATOR carry a st of those serving on committees, where they are located, telephone numbers, ties of committees, etc.

suggestion was made that an extra committee be appointed to beging activities raise funds for ALA to be held in San Francisco in 1958.

e meeting adjourned at 9:35 P.M.

Respectfully submitted,

Alice Taylor
Acting Secretary

President's Report--San Francisco Public Library Staff Association

for the term of 1955-56

I am deeply appreciative of the opportunities afforded me this past year as your president. I have certainly learned many things and I know I have benefited from this experience. Thanks are due all of you who have borne with me so patiently and for all the help and encouragement you have given me.

The first duty of the incoming president is to appoint the two standing committees. A special thank-you for the hard work and co-operative spirit of the Social Committee--Harriet Collopy, chairman and her co-workers Gladys Hanson and Marian O'Donnell, and to the Welfare Committee--Anna Mae Thomas, Chairman and her fellow committee members Violet Fenech, and Helen Mootz. Miss Mootz was later replaced by Anne Farrell and Alice Taylor.

Because not enough members of the staff association attended the last annual meeting a ballot was sent out immediately following: The membership then voted to have again for the present year

1-Salary Standardization Committee

who performed in their usual excellent manner--presented their data on time--attended the hearings and helped us get our sizeable increases again this year. A special thanks to Thomas Miller and his committee, Marjorie Kelly, Marie Furrer, Geraldine Fitzgerald and Bill Laughrey. Bill Laughrey, who replaced Thomas Miller as chairman has already started some of the preliminary gathering of data for the new committee.

2-Scholarship Committee

Again this year it has remained mainly a fact-finding committee under the capable leadership of Bill Ramirez and his helpers Herberta Faithorn, Ruth Hayburn and Eunice Hill.

3-It was voted to keep the Staff Spectator in printed form and to put out four issues a year.

The first issue came out under the editorship of Helen Mootz. Then, when Miss Mootz was transferred to the City Attorney's office we lost our editor. Unfortunately, our April issue never went to press and we tried to partially make up for it with our August double issue. Thanks go to Alice Taylor who did a very creditable job of putting out our August double issue and our last issue.

4-Also the membership voted to reduce the quorum necessary to do business at a meeting from a majority to 1/3.

Thanks go to

Miss Anne Farrell who is our delegate to the Federation of Municipal Employees and who has faithfully attended all their meetings this past year.

Miss Anne Schofield who served as our representative to the Health Service Meetings.

Mr. Bill Ramirez who served as our representative to the C.L.A. committee who are trying to establish a C.L.A. Sort. One of the purposes of this organization would be to encourage California libraries to form staff associations.

Miss Alice Taylor was elected Secretary of the Steering Committee of the A.L.A. Sort at the annual convention in Miami Beach this year. We feel that this is an honor for the S.F.P.L. as well as for Miss Taylor.

Speaking of the annual convention I think Miss Lucile Cordrey deserves a thank you from all of us for being our representative at Miami Beach because, as you know, no official delegate was sent this year.

Social Calendar:

The first social event of our season was the combination Christmas party and farewell party for Mr. Joseph Allen. We had a record attendance at this affair.

The success of the Rummage Sale, held Feb.15 and 16, was due mostly to the untiring efforts of Anne Farrell. Although primarily held to defray the expenses of California Library Week the Staff Association was considerably richer at the end of the sale. The library week kick-off dinner held March 11 at Holiday Lodge was well attended and an inspiration for the ensuing week.

Thanks are due to the Welfare Committee for the Recruitment Tea held on Thursday afternoon, April 26.

The farewell party for Mr. Thomas Miller came next on April 30, upon his leaving us to become secretary of the city planning commission.

This, our annual breakfast, held today, is the last event of this year and again thank you to the Social Committee for their work in planning and arranging this and the other affairs of the year.

The Staff Association contributed 18.75 to buy a Savings Bond as a prize during the payroll savings bond drive.

I have honestly tried to fulfill all the obligations and duties of this office. I am appreciative of the help of the other Executive Board members Herb Brown, Lucile Cordrey, Eunice Hill and Margaret Kostouros.and for their attendance and help at the four board meetings held this year. Herb Brown and I have copies of the minutes if anyone would care to read them.

I would like to urge all the members of our staff to join our association. Our constitution states that the purpose of our organization is to enable us to act most effectively for the furtherance of our common good. We are able to make recommendations on matters relating to general working conditions affecting the interests and well-being of the members of the Staff Association.

We further relationships with other employee and professional organizations and we promote the social activities.

If we are to fulfill the obligations given us in our constitution we must remember that in unity there is strength and we need every single member of the staff as a member of the Staff Association. If we are ever to have any real power to act as a pressure group whether it be to our own library administration or to the Civil Service Commission we must have a 100 per cent membership. Come to the meetings, read your staff paper and above all, join with us and help us make the Staff Association the strong representative organization it should be.

Lastly, I would like to thank all of you for coming today and and for all your co-operation during the past year and now my best wishes go to your new president and a successful year ahead.

Dorothy A. Hult
President
San Francisco Public Library
Staff Association 1955-56

Recommendations:

1-A vice president, president elect, who would serve on the executive board one year and then become president the succeeding year as is now done in the C.L.A. as well as in the A.L.A.

2-More than one business meeting a year. I would suggest that the annual meeting be in May with installation of officers. The second meeting in the fall could be in the nature of a progress meeting.

3-Yearbooks containing members names (possibly dept. where they work) program for year

1-Spring business meeting and installation of officers

2-Fall business meeting

3-Christmas Party

4-Library Week Dinner

Welfare Committee Report

During the 1955-56 year the welfare committee was in charge of three elections. The first lowered the number of members required by the constitution to form a quorum. The second provided for the continuance of the salary standardization and scholarship committees, which are not standing committees, of the publication of the paper and of the recruitment tea. The last election was for the election of association officers.

On April 26 we held the recruitment tea. The attendance was not as high as was anticipated but those who attended the affair ~~benefit~~ benefitted from it. Recommendations for a more successful recruitment campaign are enclosed in a brochure which will be passed on to the next welfare committee.

The Staff Spectator is due to be published four times a year. The spring issue was unfortunately delayed and finally omitted. The members of the committee hope the double issue, which came out in August, fully covered any news which would have appeared in the earlier issue.

Anna Mae Thomas
Committee Chairman